

POLICY TITLE: ORGAN DONOR

I. Purpose

Lansing Community College desires to encourage voluntary organ donation from its staff and faculty so that the health and quality of life of others may be benefited.

II. Scope

This policy applies to all LCC employees with one year of current service.

III. General

The employee must submit medical certification to support the use and expected duration of the leave. Up to thirty work days will be granted for the organ donation and recuperation time. The employee may use his/her existing paid leave days. If necessary, an unpaid status will be made available.

Leave used for organ donation will not be considered Family and Medical Leave. However, if more than thirty days is required, the provision of the Family Medical Leave Act may apply.

This policy covers donation of bone marrow or major organs only.

IV. Responsibility

The College's Executive Director of Human Resources is responsible for the oversight of this policy.

Adopted: January 21, 2003